

Revised: August 21, 2020

**TOWNSHIP OF CRANFORD
SUNSHINE NOTICE
TOWNSHIP COMMITTEE SPECIAL MEETING
August 24, 2020**

The Township Committee of the Township of Cranford will conduct the August 24th Special Meeting in person. For members of the public who wish to attend the Township Committee Meetings, please enter the Township Building at the Police Dispatch entrance.

Please note that, due to the ongoing public health emergency, the Township Committee is also permitting public participation via electronic means. Residents who wish to participate in the Township Committee meeting via electronic means, for purposes of making a public comment or to participate in any scheduled public hearing, should follow the instructions and complete the registration form available at the Township of Cranford's website at <https://www.cranfordnj.org/minutes-and-agendas>.

Residents can still view the meetings on TV-35, and via livestream on [TV-35's Facebook Page](#).

**TOWNSHIP COMMITTEE
CRANFORD, NEW JERSEY
SPECIAL MEETING AGENDA
August 24, 2020
7:30 p.m.**

THIS MEETING IS IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS ACT" AS ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED BY E-MAILING THE NOTICE OF THIS SPECIAL MEETING TO THE WESTFIELD LEADER, THE UNION COUNTY LOCAL SOURCE, THE STAR LEDGER, AND TAP INTO CRANFORD, BY POSTING SUCH SPECIAL MEETING NOTICE ON A BULLETIN BOARD IN THE TOWN HALL RESERVED FOR SUCH ANNOUNCEMENTS AND THE FILING OF SAID NOTICE WITH THE TOWNSHIP CLERK OF CRANFORD. FORMAL ACTION WILL BE TAKEN AT THIS MEETING.

ROLL CALL MAYOR PATRICK GIBLIN
 DEPUTY MAYOR KATHLEEN PRUNTY
 COMMISSIONER THOMAS H. HANNEN, JR.
 COMMISSIONER JEAN-ALBERT MAISONNEUVE
 COMMISSIONER MARY O'CONNOR

INVOCATION

MOMENT OF SILENCE COVID-19 Victims

FLAG SALUTE

INFORMAL MEETING

(This portion of the meeting provides for public comment on any items on the agenda that do not have their own public hearing. This includes ordinances to be introduced and resolutions.)

DISCUSSION

Historic Preservation Advisory Board (HPAB) - ***Historic Cranford QR (Quick Response) Code Audio Tour*** – Mr. Stephen Price and Ms. Maureen Strazdon

RESOLUTIONS – By Consent Agenda (Items 1 through 7)

1. Resolution No. 2020-281: Authorizing an award of contract to P & A Construction, Inc. for the James Avenue Drainage Improvements Project
2. Resolution No. 2020-282: Authorizing an award of contract to Maser Consulting, P.A. for the provision of engineering (design services, bidding services and construction administration services) services for the James Avenue Drainage Improvements Project
3. Resolution No. 2020-283: Authorizing Contract Change Order No.'s 2, 3 and 4, for various items of extra work to P & A Construction, Inc. for the New Jersey Department

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of Transportation (NJ DOT) Fiscal Years (FY) 2017 and 2018 South Union Avenue Improvements project

4. Resolution No. 2020-284: Requesting approval of items of Revenue and Appropriation – N.J.S.A. 40a: 4-87 (CARES Act State and Local Municipal Grant)
5. Resolution No. 2020-285: Authorizing a First Amendment to the Reimbursement Agreement with the County of Union pertaining to the CARES Act Stimulus Funds associated with the COVID-19 health crisis
6. Resolution No. 2020-286: Authorizing execution of a Collective Bargaining Agreement with the International Brotherhood of Teamsters, Local Union No. 469
7. Resolution No. 2020-287: Authorizing an awarding of contract to First Knight Enterprises, Inc. t/a Servpro of Central Union and Western Essex Counties for the provision of Proactive and Emergency Cleaning and Disinfecting Services for the Municipal Buildings

PUBLIC COMMENTS

Pursuant to the Code of the Township of Cranford, Article I, Section 32-4, persons addressing the Township Committee shall be allowed a maximum of five (5) minutes for their presentations.

PROFESSIONAL COMMENTS

COMMISSIONER COMMENTS

CLOSED SESSION

Resolution No. 2020-97.18

BE IT RESOLVED that the Township Committee will go into closed session to discuss the following, the minutes of which will be released at some time in the future at the discretion of the Township Committee:

Legal

- Legal Update

Personnel

- Tax Assessor
- Department of Public Works (DPW)

ADJOURNMENT

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2020-281

**RESOLUTION AWARDING A CONTRACT FOR THE JAMES AVENUE DRAINAGE
IMPROVEMENTS PROJECT**

WHEREAS, on Thursday, August 13, 2020 at 11:00 a.m., bids were opened in the presence of the Purchasing Agent and the Deputy Township Clerk; and

WHEREAS, there were nine (9) bids received with the low bidder for the project being P & A Construction, Inc., 650 Leesville Avenue, Rahway, New Jersey, 07065, with a total price of \$295,419.58; and

WHEREAS, the Township Engineer and other appropriate Township Officials have reviewed the bids and recommend award of contract for this project to P & A Construction, Inc.; and

WHEREAS, the Chief Financial Officer reviewed the available funding for the improvements and has certified that sufficient funds are available within the current and/or previously adopted budget for said purpose by way of Bond Ordinance 2014-14, Budget Code – C-04-14-014-000-2811; and

WHEREAS, this Project is funded by way of a capital improvements bond ordinance stated herein as provided by Township of Cranford; and

WHEREAS, this project is in the best interest of the health, safety and welfare of the general public in the Township of Cranford.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranford, Union County, New Jersey that the above referenced construction project is awarded to P & A Construction, Inc. with a total bid price of \$295,419.58; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

I, Patricia Donahue, Township Clerk of the Township of Cranford, in the County of Union, State of New Jersey, do hereby certify that the forgoing is true and correct copy of a Resolution adopted by the Township Committee of the Township of Cranford, County of Union, State of New Jersey at a special meeting of said Committee held on August 24, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Township of Cranford in the County of Union and State of New Jersey this 24th day of August 2020.

NOT YET APPROVED
Patricia Donahue, R.M.C.
Township Clerk

Date: August 24, 2020

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2020-282

WHEREAS, the Township of Cranford requires an expert to provide engineering (design services, bidding services and construction administration services) services in connection with the James Avenue Drainage Improvements Project; and

WHEREAS, the Township of Cranford advertised a Request for Proposals (RFP) for engineering services through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the Township of Cranford deemed that the background, experience and qualifications of the respondent herein satisfy the criteria set forth in the RFP; and

WHEREAS, Maser Consulting P.A. is familiar with the procedures that are necessary for said improvements and shall perform the tasks as delineated in the August 17, 2020 correspondence; and

WHEREAS, the Chief Financial Officer has certified as to the availability of funds, which is on file in the Office of the Township Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranford, New Jersey, as follows:

1. **Maser Consulting, P.A., 400 Valley Road, Suite 304, Mount Arlington, New Jersey 07856** be and hereby are awarded a contract to perform engineering services in connection with the aforementioned project at a fee not to exceed \$48,000.00; and
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute a contract with Maser Consulting; and
3. This contract is awarded pursuant to the “fair and open” process (N.J.S.A. 19:44A-20.5 et seq.).

BE IT FURTHER RESOLVED that said contract amount shall be charged to Account No C-04-14-014-000-281.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held August 24, 2020.

NOT YET APPROVED

Patricia Donahue
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2020-283

**RESOLUTION AUTHORIZING CONTRACT CHANGE ORDER No.'s. 2, 3 AND 4 FOR
VARIOUS ITEMS OF EXTRA WORK FOR THE NEW JERSEY DEPARTMENT OF
TRANSPORTATION (NJ DOT) FISCAL YEARS (FY) 2017 AND 2018 SOUTH UNION AVENUE
IMPROVEMENTS PROJECT**

WHEREAS, by Resolution No. 2019-316 adopted September 24, 2019, the Township Committee of the Township of Cranford authorized and approved an award of contract to P & A Construction, Inc., 650 Leesville Avenue, Rahway, New Jersey, 07065, for the New Jersey Department of Transportation (NJ DOT) Fiscal Years (FY) 2017 and 2018 South Union Avenue Improvements Project with a total project price of \$1,132,955.17; and

WHEREAS, the project is currently under construction and the need exists to rectify some additional item quantities and additional services with the original contract quantities for the project; and

WHEREAS, certain necessary items of extra work were required to be undertaken throughout the course of the project due to unforeseen field conditions; and

WHEREAS, the Township Engineer has reviewed and approved the construction item quantities and items of extra work as set forth in Change Order No.'s 2, 3 and 4, a copy of which is attached to the original hereof; and

WHEREAS, Change Order No.'s 2, 3 and 4 reflect an increase in the materials and work utilized in the amount not to exceed \$45,777.72; and

WHEREAS, the Change Order award amount of \$45,777.52 associated with Change Order No.'s 2, 3 and 4 shall not cause the originally awarded contract price to be exceeded by more than twenty (20) per cent; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available within the current and/or previously adopted budget for said purpose.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Cranford, Union County, New Jersey that the above referenced Change Order No.'s 2, 3 and 4 for the New Jersey Department of Transportation (NJ DOT) Fiscal Years (FY) 2017 and 2018 South Union Avenue Improvements Project is awarded to P & A Construction, Inc., 650 Leesville Avenue, Rahway, New Jersey, 07065 in the amount not to exceed \$45,777.72.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

I, Patricia Donahue, Township Clerk of the Township of Cranford, in the County of Union, State of New Jersey, do hereby certify that the forgoing is true and correct copy of a Resolution adopted by the Township Committee of the Township of Cranford, County of Union, State of New Jersey at a regular meeting of said Committee held on August 24, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Township of Cranford in the County of Union and State of New Jersey this 24th day of August 2020.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2020-284

**RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND
APPROPRIATION – N.J.S.A. 40A: 4-87
(CARES ACT STATE AND LOCAL MUNICIPAL GRANT)**

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Cranford in the County of Union, New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2020 in the sum of \$73,479.20, which is now available as a revenue, from the “CARES Act State and Local Municipal Grant,” pursuant to the provision of the statute; and

BE IT FURTHER RESOLVED that the like sum of \$73,479.20 is hereby appropriated under the caption “CARES Act State and Local Municipal Grant”; and

BE IT FURTHER RESOLVED that the above is a result of funds from the “CARES Act State and Local Municipal Grant” in the amount \$73,479.20.

Certified to be true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held August 24, 2020.

NOT YET APPROVED

Patricia Donahue, RMC
Municipal Clerk

Date: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2020-285

**RESOLUTION AMENDING AGREEMENT FOR REIMBURSABLE STIMULUS
FUNDS OF COVID-19 HEALTH CRISIS**

WHEREAS, the United States Congress has enacted the Coronavirus Aid Relief and Economic Security Act (the "CARES Act") for, among other reasons, providing relief for economic damage caused to states, counties and municipalities by the COVID-19 health crisis; and

WHEREAS, the County of Union has received CARES Act funds from the United States Treasury (the "Stimulus Funds") to be used to reimburse the County and municipalities and agencies within the County, including the Township of Cranford, due to economic damage caused by the COVID-19 health crisis; and

WHEREAS, the Freeholders of the County of Union have determined that it is in the best interest of the citizens of Union County to dedicate a share of the funding to reimburse municipalities for COVID-19 related costs and expenses under the Stimulus Funds through a reimbursement agreement; and

WHEREAS, the Township of Cranford has previously entered into agreement with the County of Union to receive reimbursement from the Stimulus Funds of COVID-19 related costs and damages, to the extent available and applicable, in an amount not to exceed \$96,234.47 for the period of March 1, 2020 through December 15, 2020; and

WHEREAS, the Township of Cranford has determined it has increased reimbursable costs and now wishes to amend the agreement with the County of Union to increase its receipt of reimbursements from the Stimulus Funds of COVID-19 related costs and damages, to the extent available and applicable, in an amount not to exceed \$169,713.67.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranford, in the County of Union, New Jersey that the Mayor/Township Administrator are hereby authorized to execute a First Amendment to Reimbursement Agreement with the County of Union according to the terms and conditions and in substantially the form attached hereto; and

BE IT FURTHER RESOLVED, by the Township Committee of the Township of Cranford, in the County of Union, New Jersey that the Township Administrator and/or Chief Financial Officer of the Township are hereby authorized to execute any and all additional documents necessary to effectuate the First Amendment to Reimbursement Agreement.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held August 24, 2020.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Date: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2020-286

WHEREAS, the Township Committee of the Township of Cranford has a Collective Bargaining Agreement with the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America, Local Union No. 469 which expired on December 31, 2017; and

WHEREAS, the Township and Local Union No. 469 have reached an agreement on new terms and conditions of employment pursuant to the attached Collective Bargaining Agreement; and

BE IT RESOLVED, by the Township Committee of the Township of Cranford at a meeting held August 24, 2020 that the Mayor and Township Clerk be, and hereby are, authorized to sign a Collective Bargaining Agreement with the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America, Local Union No. 469, for the period of January 1, 2018 to December 31, 2020, only upon the execution of the Agreement by the signatories of Local Union No. 469.

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held August 24, 2020.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____

**TOWNSHIP OF CRANFORD
CRANFORD, NEW JERSEY**

RESOLUTION NO. 2020-287

WHEREAS, there exists a need to provide Proactive and Emergency Cleaning and Disinfecting Services for the Municipal Buildings of the Township of Cranford; and

WHEREAS, the Township of Cranford advertised for a Solicitation of Bids for Proactive and Emergency Cleaning and Disinfecting Services through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq., and

WHEREAS, the Purchasing Agent of the Township of Cranford has deemed that **First Knight Enterprises, Inc. t/a Servpro of Central Union and Western Essex Counties, 1094 Globe Avenue, Mountainside, New Jersey, 07092** is the apparent lowest respondent who satisfies the criteria set forth in the specification.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Cranford, New Jersey, as follows:

1. **First Knight Enterprises, Inc. t/a Servpro of Central Union and Western Essex Counties at 1094 Globe Avenue, Mountainside, NJ 07092** be and hereby is awarded a contract to provide Custodial Services at a rate of \$0.45 per square foot and \$0.55 per square foot for Emergency Responses.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute a contract with **First Knight Enterprises, Inc. t/a Servpro of Central Union and Western Essex Counties**; and
3. This contract is awarded pursuant to the "fair and open" process (N.J.S.A.19:44A-20.5 et seq.).

Certified to be a true copy of a resolution adopted by the Township Committee of the Township of Cranford at a meeting held August 24, 2020.

NOT YET APPROVED

Patricia Donahue, RMC
Township Clerk

Dated: _____